

EFFECTIVE

August 1, 2023.

Subject(s)

Overview

The primary foster care supervisor may make face-to-face contact with the child, parent, or legal guardian if one of the following exceptions exist:

- The primary case manager will be out of the office for an extended period of time.
- The primary case manager has caseload demands that require assistance.
- There are documented safety concerns.

When operational need arises that warrants a primary supervisor to complete face-to-face contacts with children, parents, or legal guardians the primary case manager and primary supervisor must have a case conference to develop a plan for assistance.

Reason: Children's Services Administration's (CSA) In-Home Services Bureau recommendation.

Firearms Assessment

An assessment must be completed when a case manager becomes aware of a firearm in a home. The goal of this assessment is to assess the safety of the child, help ensure child safety, and guide caregivers through the safe storage of firearms.

Reason: CSA In-Home Services Bureau recommendation.

PA 288 of 1939

PA 524 of 2014

**MANUAL
MAINTENANCE
INSTRUCTIONS**

Changed Items ...

[FOM 722-06H](#)